

ARTICLE 3
NEGOTIATIONS

PART I

SECTION 1. The Parties acknowledge their mutual obligation to bargain in good faith in accordance with the requirements of Civil Service Reform Act (CSRA) . Negotiation is defined as a good faith effort by both parties to reach a written agreement and to be represented at the negotiations by a duly authorized representative prepared to discuss and negotiate on the matter at hand.

SECTION 2. In the event the Employer proposes a change in existing conditions of employment, the Union will have 15 working days from the date it is notified of such change within which to submit comments or a request to bargain concerning the change. The Union will be deemed to have assented to the change if it fails to submit a request within 15 working days.

SECTION 3. A request to bargain under this Article will be in writing and state the nature of the request. Should the Union desire to request ground rules, the specific proposals to be negotiated must first be provided. The Parties will meet to bargain within 15 working days after receipt of the request. The Parties' obligation to bargain extends only to those negotiable matters which are reasonably related to the proposed change.

SECTION 4. If the parties cannot reach an agreement on matters which are negotiable and either party declares that it is deadlocked, the parties will request mediation by the Federal Mediation and Conciliation Service. If the matter remains unresolved, the Parties may choose to process the matter as an Impasse as set forth in CSRA.

PART II

SECTION 1. When a supervisor or operating official with appropriate authority desires to establish or change a policy in the organization which will affect conditions of employment and thus be subject to negotiation the following procedure will apply:

a. The supervisor or operating official will discuss the matter with the Department Vice President assigned to the organization, prior to implementation.

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SECTION 2. Examples of such policy changes include, but are not limited to, changes in hours of duty, procedures for requesting leave which are different than those contained in Civilian Personnel regulations or this agreement, etc.

SECTION 3. Such policy changes as described above will be implemented in the organization in accordance with Section 4, Part 1.

ARTICLE 4

CIVIC RESPONSIBILITIES

SECTION 1. The parties recognize that local and national health, welfare and emergency relief organizations depend largely upon voluntary contributions for achieving their objectives, and encourage employees as individual citizens and as members of a community to contribute voluntarily to worthwhile organizations as part of their personal responsibilities as citizens. To the end that campaigns will be conducted in the spirit of true voluntary giving, it is agreed that:

a. "Fair Share" suggestions may be used for guidance and education, but the assignment of a dollar quota to an individual employee is prohibited.

b. When envelopes are used, each individual who desires to keep his/her gift private may use any envelope of his/her choice, without his/her name being placed thereon, unless he/she elects to do so.

c. Supervisors will not solicit contributions directly from any employee.

d. Officers and stewards of the Union will not solicit contributions directly from any employee.

e. Leaders will not solicit contributions directly from any employee.

f. Coercion, either overt or implied, will not be practiced by collectors, supervisors or other personnel.

g. The above provisions also apply to solicitation for purchase of U. S. Savings Bonds.

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